

Biennial Report - Fiscal Years 1999 and 2000

Proposal for the Working Group

Purpose of the report:

The purpose of the Biennial Report will be to report on FY1999 and FY 2000 accomplishments for the projects, programs, and indicators outlined in the *South Florida Ecosystem Restoration Task Force Biennial Report - FY 1997/1998*, and the *Strategy for South Florida Ecosystem Restoration (Strategy document)*. The primary audiences for the report will be the US Congress, the Florida Governor's Office, and the Florida State Legislature.

Content of the Report:

The report will focus on the metrics of accomplishments, i.e., the percent of objective accomplished since the last biennial report. The report will not repeat the background in the same depth as the previous reports, nor will it convey program or project details. The accomplishments will be organized by the goals and objectives of the *Strategy* document. It will tie off of the previous reports and will quote from them and refer to them liberally. Readers of this new report should have copies of those reports available to fully understand the projects and programs discussed in the biennial report.

Roles and Responsibilities for Developing the Report:

Linda Dahl will have primary responsibility for the report. Allyn Childress will be the point person in the Task Force Office of the Executive Director (OED) and will be responsible for coordinating the collection of information on project accomplishments. Allyn will also have writing assignments for sections of the document.

As with the two previous reports, senior agency personnel from Task Force member agencies will contribute information on projects and will serve as liaisons among the agencies and the OED. Gail Slemmer will provide writing and editing. Marsha Bansee and Carrie Beeler will provide support, especially to Allyn documenting information and communicating with agency representatives. Other OED staff will contribute to the report as needed.

Timeline for Development of the Report:

October 5 - Preliminary team meetings will be held.

October 25 - A rough draft will be distributed to the Working Group in the read ahead for their October 31 meeting.

November 8 - Comments will be due from WG.

November 29 - A second draft will be distributed to the Working Group in the read ahead for their December 7 meeting.

December 15 – Comments will be due from the WG.

January? – A final draft will be distributed to the Working Group in the read ahead for their January ? meeting for their approval to send to the Task Force.

January? – Task Force consideration.